



CITY OF HAYWARD AGENDA REPORT

Planning Commission
Meeting Date 06/10/99
Agenda Item 1

TO: PLANNING COMMISSION

FROM: James V. De Luz, Assistant Planner

SUBJECT: USE PERMIT NO. 98-160-17 - SOUTHERN ALAMEDA COUNTY COMITÉ for RAZA MENTAL HEALTH (APPLICANT/OWNER) - Request to operate a neighborhood mental health and social services center within an office building/neighborhood center, formerly the Burbank Neighborhood Resource Center.

The property is located at 22366 Fuller Avenue, easterly side, approximately 300 feet south of West "A" Street in an RS (Single-Family Residential) District.

RECOMMENDATION:

That the Planning Commission approve the use permit application subject to the attached findings and conditions of approval including the standard requirement for completion of conditions before occupancy. Staff also recommends that the Planning Commission find that the project is categorically exempt from CEQA [Section 15301, Existing Facilities, (a) and (d)].

DISCUSSION:

Background

In 1985 the Spanish Speaking Unity Council proposed plans for a neighborhood resource center to provide services to the Santa Clara neighborhood area and surrounding community. Services included health care, job assistance, educational programs, youth and adult counseling, and related services to meet the needs of lower-income area residents. Through various funding sources, including the City's Community Development Block Grant funds, property was acquired on Fuller Avenue to establish the center. The site, formerly a contractor's yard and auction building, was converted to the Burbank Neighborhood Resource Center in 1987 after approval of a conditional use permit by the Board of Adjustments. The neighborhood supported the center and removal of the nonconforming commercial/industrial use from the property located in a residential district. The conditions of approval

associated with the project regulated the center's hours of operation, building design, parking, landscaping, etc., to ensure compatibility with surrounding residential uses.

The Burbank Neighborhood Resource Center provided numerous community-oriented services for a number of years. A combination of events, including the lack of funding sources, staffing changes, and redefinition of the community service area by the original applicants, led to the eventual closure of the facility several years ago. Because the former use permit is no longer valid, a new use permit must be approved in order to operate another neighborhood center. The application was scheduled for public hearing before the Planning Commission December 17, 1998. The applicant requested to postpone the public hearing until after Community Development Block Grant (CDBG) funding hearings were completed in May 1999. City funding for the facility was approved in May 1999 and funding allotments will become available in July 1999.

Property Description/Adjacent Land Use

The property is a flat rectangular site with approximately 200 feet of frontage on Fuller Avenue, approximately 164 feet in depth, is 32,000 square feet in area (.74 acre) and is zoned single-family residential district. The property is developed with a single-story building that is 4,100 square feet in area. The building contains four offices that were also designed to serve as community meeting rooms. A large entry area and covered walkway are located at the south side of the building, and an enclosed patio is at the east side. Landscaping on the site suffers from lack of maintenance. The paved parking area for 21 cars along the Fuller Avenue frontage is in need of repair. A vacant undeveloped area located at the east side of the property provides space for the potential future expansion of the center.

Properties to the south, east, and west are zoned RS District and are developed with single-family residences, many with two detached single-family dwellings on one lot. The property to the north is zoned CN District and is developed with a nonconforming mobile home park. The subject property was annexed into the City in 1985 along with commercial properties located at the south side of West "A" Street. Surrounding properties were later annexed to the City as part of the East Happyland annexation.

Proposal

The applicant proposes to reopen the facility and begin providing neighborhood-oriented services, including a youth leadership program, support services involving housing assistance, job referrals, translation services, and general advocacy, and English as a Second Language classes through the direction of the Hayward Adult School. Other services proposed are senior citizen activities, case management services for the disabled, a parent support group, and limited use of the facility by neighborhood community groups on the weekend subject to approval of the neighborhood center's staff. The applicant is depending primarily on Community Development Block Grant funds (CDBG), which are granted on an annual basis, to make improvements to the building.

Major Issues

The major concern associated with reopening of the community center is:

- Compatibility with surrounding neighborhood. Whether or not the reopening of the neighborhood center will create a level of activity that is incompatible with surrounding residential uses.

Hours of Operation

The applicant proposes to operate the neighborhood center everyday from 9:00 a.m. to 8:00 p.m. Use of the facility will be available to neighborhood groups on weekends subject to the approval of the neighborhood center staff and adherence to their use agreement. Hours may extend later into the evening for night meetings and for weekend activities.

Architecture

The applicant does not propose to modify the existing architecture. The building incorporates a modified Southwest façade with a light pink stucco exterior, false tower focal point, simulated arches along the building parapet wall, a colonnade with a generous building overhang to shade windows and doors with a southern exposure, and a combination screen wall and tubular metal fencing to frame the building and to secure the building and parking lot. The east and north side of the building will retain the original architectural standing seam architectural ribbed metal siding painted to match the exterior stucco.

Parking and Vehicular Circulation

The project was developed with twenty parking spaces located on the south side of the property along the Fuller Avenue frontage. The parking lot conforms with City Off-Street Parking Requirements in that 16 spaces are required for the facility and 21 spaces are provided. The asphalt surfacing has deteriorated and is need of repair. The applicant proposes to repave the lot, repair potholes and restripe parking spaces according to the existing parking lot design. The balance of the property east of the parking lot is vacant. Grasscrete was installed within a portion of the vacant area adjacent to the parking lot, and the area was designated for additional overflow parking. A condition of approval will require that the access and grasscrete be properly maintained. Staff recommends that prior to occupancy the applicant redesign the handicap parking space at the front of the building to conform with current handicap parking space dimensions.

Fencing

The property is fenced with a combination of wood and chainlink fencing approximately 6-feet in height. Staff recommends replacing the wood fencing along the easterly property line and the chainlink fencing along the southerly property line with a masonry block or precast concrete wall 6-feet in height

because the project abuts single-family residences on the south and east. The Zoning Ordinance requires installation of a (minimum) 6-foot-high masonry wall unless waived or another material is approved because the commercial activity is of low intensity and impacts can otherwise be mitigated. The applicant proposes to retain the existing decorative tubular metal fencing and masonry screen walls along the Fuller Avenue frontage that were installed to secure the building and parking lot. Both Fire Prevention and the Police Department recommend installing a common locking device (lock box) to provide joint Police and Fire Department emergency access into the property.

Landscaping

Approval of the original neighborhood center required the installation of landscaping around the building, within setback areas, and around the parking lot, which has deteriorated. The City's Landscape Architect recommends that prior to the issuance of a building permit a detailed landscape and irrigation plan be prepared by a licensed landscape architect and submitted for review and approval by the City. The applicant has renovated the existing landscaping by weeding the ground cover areas, pruning trees, and repairing the irrigation system.

Lighting

The applicant proposes to repair exterior light fixtures that are attached to the building, and parking lot electrolier fixtures. No other lighting modifications are proposed. The previous use permit required that exterior lighting conform to the City's Security Ordinance. Exterior lighting must be maintained so that lighting is confined to the property, and that a minimum of one candle foot of lighting shall be provided at ground level during hours of darkness. Lighting shall be directed to reflect away from abutting residences.

Site Improvements/Trash and Recycling Facilities

The applicant must repair all existing site improvements such as concrete curbs around parking areas and landscaping, drainage inlets, sidewalk, and driveway areas. The existing trash enclosure must be widened because it cannot accommodate containers for both refuse and recycling. The enclosure must be a minimum of 10-feet in width, incorporate a roof cover, enclosure gates, and a drain must be installed within the enclosure that must connect to the sanitary sewer. A condition of approval requires the applicant to submit a recycling plan to the City's Recycling Coordinator for review and approval prior to the issuance of a building permit for interior improvements.

Signs

The applicant's submittal did not include a sign program. A condition of approval requires the applicant to submit a comprehensive sign program for the facility before issuance of a building permit. Sign design, materials and location should be complementary to and reflective of the

architectural design of the building. Individual metal letters that complement the decorative tubular metal fence along the Fuller Avenue frontage are recommended.

Santa Clara Neighborhood Plan

The proposed neighborhood center is located in the Santa Clara Neighborhood area. The neighborhood plan does not specifically address the neighborhood center or services the center provided prior to the facility closing. Staff contacted Santa Clara Neighborhood Task Force members and received a response from the former task force vice chair who indicated that reopening the facility would be a benefit to the neighborhood. He encouraged community involvement and requested that the neighbors in the vicinity of the facility be contacted individually for comments. Staff notified neighbors several times by mail and sent a follow-up notice in Spanish and no comments were received. The applicants also contacted residents to discuss reopening of the facility and according to the applicant's representative the neighborhood is supportive of the facility reopening.

The Santa Clara Neighborhood Plan states under *Land Use, Goal: Retain, enhance, and protect the predominate Single-Family character of the Santa Clara Neighborhood and minimize detrimental effects of proposed projects - both public and private - on the neighborhood.* Under policies the Plan states:

Policy1.1 *Allow new development where it is compatible with the neighborhood and other established uses provided that environmental concerns are addressed.*

The neighborhood center has been designed to incorporate landscaping and architectural features that are sensitive to the neighborhood and to lessen or alleviate any neighborhood impact by providing sufficient off-street parking, adequate exterior lighting, and ultimately landscaping and related site amenities.

Environmental Review

On October 17, 1998, A Negative Declaration was approved for the previous project. Because the applicant is requesting a similar use within an existing facility, no further environmental review is required.

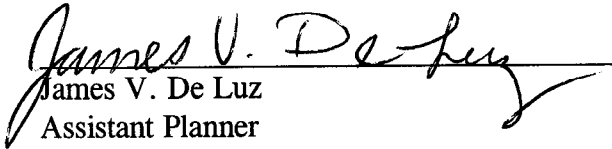
Public Hearing Notice

On June 1, 1999, a Notice of Public Hearing was mailed to every property owner and resident within 300 feet of the property as noted on the latest assessor's records, the local homeowners association, and to the members of the Santa Clara Neighborhood Task Force.

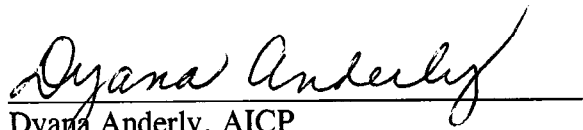
Conclusion

The applicant's proposal to reopen the former neighborhood center to provide various community-related social services to a segment of the Hayward community will, undoubtedly, fill a gap in the social service needs of this neighborhood which at this time are not adequately covered.

Prepared by:


James V. De Luz
Assistant Planner

Recommended by:


Dyana Anderly, AICP
Development Review Services Administrator

Attachments

- A. Findings for Approval of Use Permit 98-160-17
- B. Conditions of Approval of Use Permit 98-160-17
- C. Area Map
- D. La Familia Counseling Service's general project information
Plans

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ATTACHMENT A

**FINDINGS FOR APPROVAL
USE PERMIT APPLICATION 98-160-17
SOUTHERN ALAMEDA COUNTY COMITE for RAZA MENTAL HEALTH**

- A. That the proposal by the Southern Alameda County Comité for Raza Mental Health to reuse the former neighborhood community center to offer neighborhood residents and residents of the Hayward area various community related social services will fulfill a social need for many residents with numerous unique social needs and language limitations and that the center is desirable for the public convenience and welfare;
- B. That the design and use of the former neighborhood center was previously approved by the City and that the applicant's proposal will simply continue the operation of an existing facility and does not intend to modify the building architecture or change the use of the facility, and therefore reopening the neighborhood center will not impair the character or integrity of the surrounding residential areas or of the adjacent commercial areas and, that furthermore the conditions of the use permit will require that the center is maintained and operated in a manner that will preserve and protect the adjacent residents and the surrounding residential area;
- C. That the applicant proposes to repair and restripe the parking lot, modify handicap parking, and repair exterior lighting so the facility is in compliance with all critically essential requirements of the previous use permit and that the installation of essential site improvements and the deferral of some improvements will not be detrimental to public health, safety, or general welfare;
- D. That the proposed use is in harmony with applicable City policies and the intent and purpose of the Single-Family Residential District in that the RS District is to be used for single-family homes and the community services appurtenant thereto, such as a neighborhood oriented community center. The Santa Clara Neighborhood Plan states that new development should be approved where it is compatible with the neighborhood and other surrounding uses which the neighborhood center will comply with, and that the goal of the neighborhood plan is to retain, enhance, and protect the residential character of the neighborhood which the center was designed and approved to do.

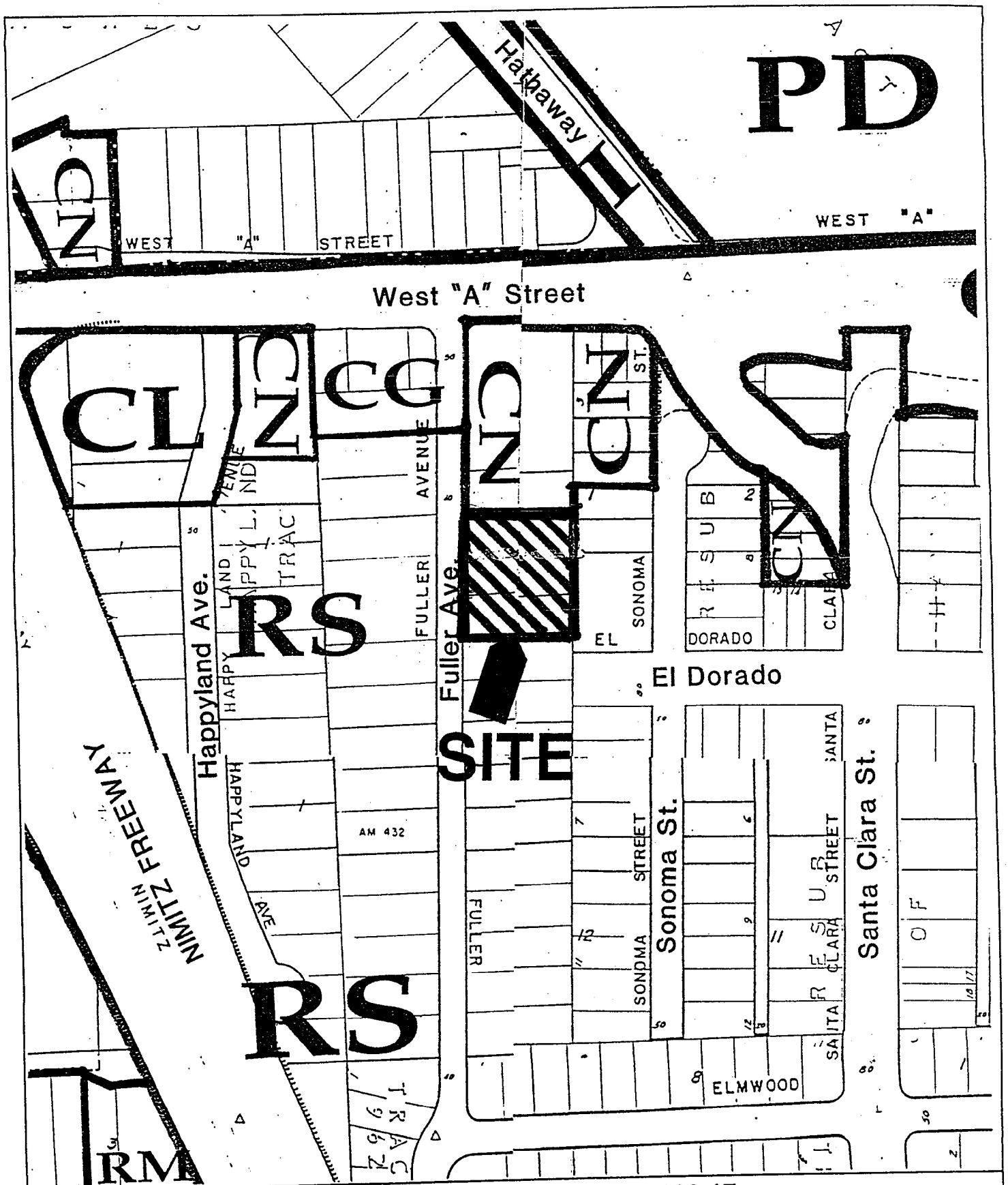
**CONDITIONS OF APPROVAL
USE PERMIT APPLICATION 98-160-01
SOUTHERN ALAMEDA COUNTY COMITE for RAZA MENTAL HEALTH**

1. Use Permit Application No. 98-160-01 is approved subject to the specific conditions listed below. This permit becomes void on December 17, 1999, unless prior to that time a building permit has accepted for processing by the Building Official, or a time extension is approved. A request for a one-year extension is not guaranteed and must be submitted to the Development Review Services Division 15 days prior to the above date.
2. All improvements indicated on the site plan labeled Exhibit "A" shall be installed prior to occupancy or accepting the application as complete.
3. Prior to the issuance of building permit the applicant shall:
 - a. Submit a detailed landscaping and irrigation plan prepared by a licensed landscape architect and submitted for review and approval by the City. Landscaping and irrigation plans shall comply with the City's *Water Efficient Landscape Ordinance*.
 - i. The size and species of all existing trees shall be indicated on the site and landscape plans. Trees shall be preserved in accordance with the *Tree Preservation Ordinance*. All trees to be preserved or removed shall be indicated on the site plan and landscape plans, as noted with tree protection measures in complinace with City codes. A tree removal permit is required prior to the removal of any tree 10-inches in diameter, or larger. Replacement trees shall be required for any trees that are removed, as determined by the City Landscape Architect.
 - ii. Landscape trees adjoining drives and/or parking areas shall be separated by a 6-inch high class "B" Portland Cement concrete curb.
 - iii. The Parking lot shall include one 15-gallon tree for every 6 parking stalls. Parking lot trees shall be planted in tree wells or landscape medians located within the parking are. Parking rows shall be capped with a landscape median. All tree wells and medians shall be a minimum of 5-feet wide measured inside the curbs.
 - iv. The perimeter walls shall be buffered with shrubs and vines. One 15-gallon tree shall be planted 20-feet apart along the inside of each wall.

- v. The parking area shall be screened from the street with shrubs. The type and spacing of shrubs shall create a continuous 30-inch high hedge within 2 years.
 - vi. All above ground utilities, mechanical equipment and trash enclosures shall be screened from the street with shrubs.
 - vii. The turf area adjacent to the parking lot shall be renovated.
 - viii. All dead and dying plants shall be replaced.
4. Hours of operation shall be from 9:00 a.m. to 8:00 p.m. Use of the facility will be available to neighborhood groups on weekends subject to the approval of neighborhood center staff and adherence to their use permit. The use of outdoor amplifying equipment or speakers shall be prohibited.
5. Prior to occupancy the applicant shall:
- a. Repair and restripe the parking lot.
 - b. Repair and replace the damaged 6-inch concrete curbs required around all planter islands.
 - c. Repair the concrete curb and sidewalk within the public right-of-way along the Fuller Avenue frontage to the satisfaction of the City Engineer.
 - d. A 6-foot masonry or precast panel wall shall be constructed along the south and east property lines adjacent to residential development. Walls shall be finished on both sides and incorporate a decorative cap and pilasters. Wall design, location, and materials shall be approved by the Planning Director.
 - e. Widen the handicap parking space at the front of the building to 17-feet-in-width so it is van accessible and that the adjacent planter island shall be reduced approximately 2-feet 6-inches in width to accommodate the widened handicap space.
 - f. That the bicycle rack shall be removed from the parking area and relocated to the planter area at the front of the building as indicated on the site plan labeled Exhibit "A." The rack shall be provided with a concrete pad directly accessible from the main entry area.
 - g. The applicant shall submit a comprehensive sign program for the facility. The sign shall be limited to individual metal letters designed to complement the building and mounted on the masonry screen wall at the front of the building. Sign design and materials shall reflect contemporary design. Approval of a sign permit is required prior to the installation of any sign.

- h. Landscaping shall be installed per the approved plans and a Certificate of Substantial Completion shall be submitted prior to approval of occupancy.
 - i. The existing trash enclosure shall be modified to comply with the City's Recycling Ordinance. The enclosure shall be a minimum of 10-feet in width, shall contain enclosure gates, a roof cover, and a floor area drain connected to the sanitary sewer. The enclosure shall contain provisions for trash and recycling facilities such as a trash dumpster and recycling carts.
 - j. The design and materials of the enclosure shall complement or match the building and shall be approved by the Director of Community and Economic Development/Planning Director.
 - k. The applicant shall submit an on-site recycling plan to the City's Solid Waste Manager to be implemented prior to occupancy.
 - l. All exterior lighting fixtures shall be repaired and replaced where required. Lighting fixtures shall provide a minimum of 2 C/F at ground level during hours of darkness and while employees are present and shall be shielded to reflect away from adjacent properties.
- 6. The applicant shall ensure that neighborhood center staff and tenants keep the premises clean. Any trash within the public right-of-way or on adjacent properties that has emanated from the site shall be removed promptly.
 - 7. If complaints are received by the City regarding the operation of the center or relating to activities at the center the use permit application shall be brought back before the Planning Commission either to modify the conditions of approval or to consider revocation of the use permit.
 - 8. Outside storage shall be prohibited on the property.
 - 9. All applicable requirements of the City's Security Ordinance shall be met. Landscaping shall be maintained in a healthy weed-free condition at all times with replacement plants provided where necessary. Required street and parking lot trees that are severely topped or pruned shall be immediately replaced, as determined by the City Landscape Architect.
 - 10. The property owner shall maintain in good repair all building exteriors, walls, lighting, landscaping, trash enclosures, drainage facilities, driveways, and parking areas. The premises shall be kept clean and any graffiti shall be painted or removed within seven days of occurrence.

11. The existing double gates located within the driveway area at the front of the property installed to secure the parking lot and building shall be modified to provide joint emergency access for police and fire apparatus.
12. All construction and repair shall conform to Uniform Building, Mechanical, Fire, Plumbing, and Electrical Codes as adopted by the City of Hayward and all required permits shall have been issued by the Building Official prior to commencement of work.
13. Prior to authorization for occupancy, including authorization for gas and electric meter service, staff shall ensure that the use, arrangement, construction, and improvements are in conjunction with plans approved through verification of zoning compliance procedures.
14. Violation of conditions is cause for revocation of this permit application at a public hearing before the duly authorized review body.



ZONING/AREA MAP ■ UP 98-160-17

Hector E. Mendez/Southern Alameda County Committee
for Raza Mental Health
22366 Fuller Ave.

LA FAMILIA NEIGHBORHOOD CENTER

August 11, 1998

GENERAL PROJECT INFORMATION

SEP 08 1998

22366 FULLER AVENUE HAYWARD CA 94541

**FILE COPY
UP 98-160-17**



LA FAMILIA Counseling Service

La Familia Centro de Consejería, Inc.

26081 Mocine Avenue • Hayward, CA 94544
Phone (510) 881-5921 • FAX (510) 881-5925

LA FAMILIA NEIGHBORHOOD CENTER

La Familia Counseling Service has provided mental health and supportive social services in Hayward since 1975. Although the central focus has been the Latino residents of Hayward, the organization has grown to recognize and to serve the rich multi-ethnic population of the city and surrounding localities.

The emphasis of La Familia has been to serve residents with special **focus on the family** at all levels of the delivery system. Many conditions affecting individuals, we believe, have their roots in the way people relate one another within the family unit. In fact, La Familia has been nationally recognized and is one of eight leading community based organizations providing mental health services and training to professionals in the nation.

Currently, La Familia provides **Outpatient Mental Health Services** with a highly trained licensed staff in conjunction with **La Familia Institute**, a reputable Psychological Training Program serving the Bay Area professional schools of Psychology. An **Intensive Children Day Treatment** program serves some 30 youth with severe emotional disorders is also an important service unit in the area. **Social Service Support** serves needy residents who are unable to meet a variety of daily needs including but not limited to housing evictions, food distribution, translations and general advocacy. **Developmental Services** provide case management services to over 300 families with children and adults with developmental disabilities.

In addition, La Familia serves high-risk youth through its **Hijos del Sol** program. This very effective youth service hires young leaders to implement health promotions in the prevention of HIV/AIDS, STD's; alcohol and drug abuse and school drop-out. Youth leadership development is part of the central focus of **Hijos del Sol**.

In collaboration with Hayward Adult Schools, La Familia offers **English as a Second Language classes**. These classes offer newcomers, the opportunity to learn English language skills and basic education about US culture and Hayward resources. Furthermore, La Familia works very closely with International Institute of the East Bay to **prepare New Americans** in areas of immigration and naturalization.

The non-profit organization is governed by a seven member Board of Directors who meet quarterly.

Operational Plan:

The new facility will be known as **LA FAMILIA NEIGHBORHOOD CENTER**. This facility is located at 22366-22408 Fuller Avenue Hayward CA. 94541. It is anticipated that this facility will be open every day of the week from 9:00 a.m. to 8:00p.m. And on Saturdays and Sundays from



A United Way Agency

to the community. Leasees shall adhere to the strict rules of La Familia regarding space usage.

The facility will estumulate neighborhood's formal and informal associations or clubs to access the facility for meetings, and activities of educational nature.

La Familia will expand its **Hijos del Sol Youth Leadership Program** into the Neighborhood Center and will provide structured leadership groups and activities that will have community service value in the Burbank area. A part time social worker will be stationed at the Neighborhood Center twice per week to provide on site support, particularly for walk ins.

Social Service Support means, accessing valuable resources for local residents to solve basic needs that may be related to housing, jobs, translations and general advocacy. In addition, Hayward Adult Schools will also participate in providing qualified teachers to teach **ESL classes** to new immigrants from the neighborhood.

Senior Club will be designed, developed and implemented by local senior volunteers who will be able to access the facility to participate in activities that may stimulate inter-generational opportunities with school age neighborhood children. Also, a team of five La Familia social workers will be housed to provide **case management services** to families with adults and children with disabilities. Furthermore, these families will utilize the facility at least one Saturday per month as they participate and strengthen the existing **Parent Support Group**.

During the first year of operations, La Familia Admininstration will continue to seek contract opportunities to expand services related to health, job placement, disability and vocational training.

Time lines: After completion of minor repairs and general clean up and administrative tasks , the facility may be start services by Mid-October of 1998.

The Following staff will be responsible for the administrationand supervision of the facility:

Hector E. Mendez, LCSW Executive Director
Elizabeth Samayoa, Fiscal/Pesonnel Officer
Agustin Arteaga, Center Coordinator
Marcia Campos, Director of Developmental Services